

**STATE DRIVING BUSINESSES LICENSURE BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 6/27/2014**

**BOARD MEMBERS PRESENT:** Sally K Phillips - Chair  
Michael Dillon  
Jason Jerome  
Wayne Patrick Johnson  
Lon Arthur Pyper Sr.

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Carrie Gilstrap, Technical Records Specialist II

**OTHERS PRESENT:** Audra Urie, Driver Coordinator, Dept of Ed.  
Michael Arnell

The meeting was called to order at 2:00 PM MDT by Sally K Phillips.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board has a negative cash balance of (\$17,146.72) as of 5/31/2014.

**INVESTIGATIVE REPORT**

Ms. Peel gave the investigative report, which is linked above.

**FOR BOARD DETERMINATION**

Mr. Dillon made a motion to approve the Bureau's recommendation and authorize closure with a warning letter in cases I-DRB-2013-7, I-DRB-2013-8, I-DRB-9, and I-DRB-2013-10. It was seconded by Mr. Jerome. Motion carried.

**OLD BUSINESS**

**TO DO LIST**

## **STUDENT LIST**

The Board discussed posting a fillable student list form to its website.

Mr. Jerome made a motion to direct Ms. Gilstrap send a customized student list form to the Chair for approval prior to posting. It was seconded by Mr. Dillon. Motion carried.

## **DRIVERSED.COM**

The Board discussed questions that have been raised with the on-line driver's education course, DriversEd.com. Some of the questions related to:

- Test questions
- The amount of time required to complete the course
- A current list of licensed businesses on its website

Several others stated they use DriversEd.com for their students.

The Board decided to monitor this issue and table any further discussion.

## **NEW BUSINESS**

### **PUBLIC INSTRUCTOR CURRICULUM**

Ms. Urie provided the Board with an overview of the proposed changes regarding the licensing qualifications for public driving instructors.

### **ENDORSEMENT APPLICATION FORM**

Following review, Mr. Dillon made a motion to approve the revised application for driver instructor licensing. It was seconded by Mr. Jerome. Motion carried.

### **APPRENTICE PERMIT RENEWALS**

The Board discussed the renewals for an apprentice permit and stated that if the applicant originally applied under its old rules; then the permit can be renewed without having to submit the documentation that is now required in its rules, effective March 2014.

## **EXECUTIVE SESSION**

Mr. Dillon made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to

consider license application materials. It was seconded by Mr. Jerome. The vote was: Ms. Phillips, aye; Mr. Dillon, aye; Mr. Jerome, aye; Mr. Johnson, aye; and Mr. Pyper, aye. Motion carried.

Mr. Jerome made a motion to come out of executive session. It was seconded by Mr. Dillon. The vote was: Ms. Phillips, aye; Mr. Dillon, aye; Mr. Jerome, aye; Mr. Johnson, aye; and Mr. Pyper, aye. Motion carried.

## **APPLICATIONS**

**APPLICANT ID 901108653** Mr. Dillon made a motion to approve the request for an apprenticeship training program pending receipt of further information and Board Chair approval of a drive log form. It was seconded by Mr. Jerome. Motion carried.

**DB-390** Mr. Dillon made a motion to approve the application for a driving business license, B & W Driving School. It was seconded by Mr. Jerome. Motion carried.

Mr. Dillon made a motion to deny the application for an apprenticeship training program submitted by Gregory Black, owner of B & W Driving School. This denial was based upon Rule 275.05. It was seconded by Mr. Jerome. Motion carried.

**DBAI-388** Mr. Dillon made a motion to approve the apprenticeship training permit application for Katherine Killin. It was seconded by Mr. Jerome. Motion carried.

## **ADJOURNMENT**

Mr. Jerome made a motion to adjourn the meeting at 3:54 PM. It was seconded by Mr. Dillon. Motion carried.

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Sally K Phillips, Chair

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Michael Dillon

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Jason Jerome

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Wayne Patrick Johnson

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Lon Arthur Pyper Sr.

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Tana Cory, Bureau Chief